



Louisiana Housing Corporation

An audio-video recording of these proceedings is available upon request by contacting the LHC

LHC Board of Directors

Administration Committee Meeting Minutes

Tuesday, March 08, 2022

**LHC Building, V. Jean Butler Board Room
2415 Quail Drive
Baton Rouge, LA 70808
3:00 P.M.**

Committee Members Present

Alfred E. Harrell, III (Committee Chairman)
Richard A. Winder

Committee Members Absent

Willie Rack

Board Members Present

Board Chairman Anthony Marullo, III

Board Members Absent

Louisiana State Treasurer John M. Schroder
Johnny Berthelot
Steven J. Hattier
Stacy S. Head
Steven P. Jackson
Ericka McIntyre
Jennifer Vidrine
Brandon O. Williams
Tonya P. Mabry

Staff Present

Barry E. Brooks
Bradley Sweazy
Nakesla Blount
Yolanda Martin
Brenda Evans

Bridgette Richard
Thomas Bates
Plezetta M. West
Denisa Joshua
Louis Russell

Others Present
See Sign-In Sheet

CALL TO ORDER

Administration Committee Chairman Alfred E. Harrell, III called the meeting to order at 3:04 P.M. Board Secretary Barry E. Brooks called the roll; there was a quorum.

ADMINISTRATION COMMITTEE CHAIRMAN'S REPORT

AC Chairman Harrell welcomed everyone and thanked them for attending the Administration Committee Meeting.

LHC HUMAN RESOURCES DIRECTOR'S REPORT

LHC Human Resources Director Nakesla Blount updated the Committee on the Employment Development Efforts and Employee Ethics Hotline matters.

HRD Blount noted that Percipio was the vendor chosen and was anticipated to be implemented on March 31, 2022, and that it was a one (1) year contract matter. Percipio will assist with tracking of staff Employment Development Efforts. A similar portal will be launched by State Civil Service in 2023.

HRD Blount noted there as a hold on furthering the DDI, pending further review.

HRD Blount next gave an update on the Employee Ethics Hotline, noting that the current launch date was March 01, 2022, and that the vendor chosen was Lighthouse, that a "Culture of Transparency" letter would be sent to LHC staff by IED Sweazy, that the software was such that if one of the three (3) monitors (Human Resources Director, Executive Counsel, or Internal Audit Director) was the subject of the complaint, they would not be included in the receipt of the complaint nor the review process.

MULTI-FAMILY HOUSING DEVELOPMENT JURISDICTIONAL NOTICES

Next item discussed was regarding Jurisdictional Notices.

LHC Chief Programs Officer Brenda Evans provided the specifics of the matter, noting the goal was to email and send via certified mail to LGUs and Area Legislators notification of proposed multi-family housing developments as they are received, but with clarity that such has not been awarded and is being sent for informational purposes only.

CPO Evans noted that the current QAP requires Public Notice via area newspapers by the Developers.

IED Sweazy noted that Jurisdictional Notices would also be processed for ribbon cuttings, groundbreaking, and other special or inaugural events.

There were further discussions on the aforementioned by the Committee Members and LHC Staff.

Board Chairman Marullo noted that the intent of the JN was to make sure there is transparency, but that it is not to 'control' the participants nor "highjack" any scheduled event.

Committee Member Winder applauded the efforts of LHC to provide JNs, noting such would demonstrate good, strong, and clear transparency efforts.

HRD Blount noted that she was aware of software that could track receipt of emails and track RSVPs received or not replied to for events.

THE SEXTON LAW FIRM

Next item discussed was regarding the Board entering into a contract with The Sexton Law Firm.

The matter was introduced by AC Chairman Harrell, noting the request for such was modeled after other entities that utilize external legal counsel, and that such would also benefit LHC directly by readily having available and accessible additional legal resources in partnership with the LHC Legal Department.

Board Chairman Marullo noted his full support for the matter, and advised that he was aware of the extensive experience of the firm in handling Boards, Commissions, and Municipalities within the State.

Additional introductory information was provided by Mr. Grey Sexton and Ms. Alesia Audoin, noting 55 years of experiencing representing Boards and Commissions as well as working with the Governor's Office and Executive Offices, etc., equating to many decades of State and Local Governmental Law.

It was also noted that Mr. Sexton was a past General Counsel to the State Board of Ethics.

On a motion by Committee Member Richard A. Winder and seconded by Board Chairman Anthony Marullo, III, the Committee approved entering into a contract with The Sexton Law Firm, and that the matter would be recommended FAVORABLY to the Board at the March 09, 2022 Board of Directors Meeting.

ADJOURNMENT

There being no other matters to discuss, Committee Member Richard A. Winder offered a motion for adjournment that was seconded by Board Chairman Anthony Marullo, III. There being no discussion or opposition, the motion passed unanimously.

The Administration Committee Meeting adjourned at 3:28 P.M.

Board Secretary, Barry E. Brooks